



Applied Behavior Analysis Advisory Committee

Regular Meeting Minutes

October 3, 2025

Committee members present:	Amy Fenwick, Ph.D., LBA, BCBA-D, Chair Jennifer Collado, LBA, BCBA Aliza Quinlan, LABA, PhD Candidate Bethann Thorson, Public Member	
Committee members absent:	Ralph Pampino, Jr., BCBA, LBA, Vice-Chair	
Staff members present:	Amber Freeberg, Executive Director Shelbee Scrimo, Program Manager Katie Graue, Program Administrative Assistant Tara Mackemull, Assistant Program Manager Megan Maxey, Policy Analyst Luke Eaton, Assistant Attorney General Joshua Green, Credentialing Specialist Cornia Garza, Credentialing Specialist	
Guest presenters:	Carla Myers, WABA Cristina Gallardo, Behavior Frontiers Lindsay Roberts, Developmental Services and Care Alyssa Jennings, HCA April Young, BCBA Jill McDaniel, Providence Boyden Family Autism Center Marcee Merriam Shari Mendez Josh Hamann Susan Polon, Northwest Autism Center	Paige King, Developmental Services and Care Ran Li Dawn Sidell Shelby Vigue Teresa McCann, BCBA Amber Lewis Matt Heininger Chris Jones Eric Linger Angela Lease Helen Mader Megan Ricks, Northwest ABA/Tacoma Chelsea Corley, Caravel Autism Health

On October 3, 2025, the Applied Behavior Analysis Advisory Committee met via web conference. Notice of the meeting was published on the [Applied Behavior Analysis profession website](#) and was sent out through the

Open Session:

1. Call to Order – Amy Fenwick, Ph.D., LBA, BCBA-D, Chair

The meeting was called to order at 10:01 am

- 1.1. Introductions were made by the ABA Committee.
- 1.2. Approval of October 3, 2025, draft meeting agenda - Committee motioned to approve October 3, 2025, draft meeting agenda, seconded, and approved unanimously.
- 1.3. Approval of June 27, 2025, draft meeting minutes - Committee motioned to approve June 27, 2025, draft meeting minutes, seconded, and approved unanimously.

2. Public Comment – Amy Fenwick, Ph.D., LBA, BCBA-D, Chair

The public was given an opportunity to provide comments during this time.

Tony Thoa representing Microsoft, Google and Amazon employees, spoke in regard to their nonprofit organization working with behavior health to improve patient care, he brought QR code to share their program.

Carla Myers, WABA Public Policy Chair, expressed concern regarding processing times and stated that those processing times have negatively impacted their entire ABA community.

Josh Hamann expressed concern about credentialing processing times, stating the processing times have a major impact on their field.

Dawn Sidell expressed concern about processing time for licensure and the added wait for HCA timelines leading to loss of funds for businesses and employees.

Lindsay Roberts, Agency Director & Co-Owner of Developmental Services and Care in Clark & Cowlitz County, WA gave comment regarding wait time and processing times and how they are disrupting and limiting services.

Susan Polon, Finance Director, Northwest Autism Center spoke to let the committee know she was worried timelines will worsen and that Medicaid patients will not be able to be served in Washington State if it continues.

Chelsea Corley, Regional Director Northwest Region, Caravel Autism Health, also spoke about their concerns regarding credentialing/licensing timelines and the impact it is having on small businesses.

Cristina Gallardo, Clinical director of Behavior Frontiers, expressed concerns about delays in licensing.

3. Executive Director Report – Amber Freeberg, Executive Director

Ms. Freeberg started by answering some questions from the public and the credentialing concerns. Ms. Freeberg told the committee that her team was given a rover to help with inputting applications. Ms. Freeberg continued to give an update on HELMS and informed the committee that we are not able to pull any credentialing reports at this time but will get them credentialing stats as soon as they are available. Ms. Freeberg told the committee that HELMS 3.0 will be implemented at the beginning of next year (2026), and the hope is that it doesn't hinder processing times further.

Ms. Freeberg took questions and comments from the public after her update was given.

4. ABA Program Statistics - Shelbee Scrimo, Program Manager

4.1. Budget Report – Shelbee Scrimo, Program Manager

Ms. Scrimo presented the current budget through June 2025 and reviewed the fund balance showing that the fund balance is meeting goals.

4.2. Disciplinary Statistics– Shelbee Scrimo, Program Manager

Ms. Scrimo reviewed data relating to complaint investigations and discipline for the timeframe of June 2, 2025, to September 2, 2025. Total complaints since June were 21.

5. LABA and CBT requirements- Shelbee Scrimo, Program Manager

5.1. Continuing Supervisor Requirements

The department discussed the continuing supervision rules for Licensed Assistant Behavior Analysts and Certified Behavior Technicians. The CR-101 was officially filed on September 29, 2025.

5.2. Recognized Education Requirements

The department discussed the recognized education rules for Licensed Assistant Behavior Analysts. The CR-101 was officially filed on September 29, 2025.

6. Committee Bylaws Review- Amy Fenwick, Ph.D., LBA, BCBA-D, Chair

The committee reviewed and discussed the current bylaws; the last review was completed in 2017. Ms. Scrimo sent out changes via email to the Committee. The following changes were discussed, article 5.2, article 6.6 and 6.8.

The Committee motioned to approve the bylaws with the changes listed above, seconded, and approved unanimously.

7. Program Manager Report – Shelbee Scrimo, Program Manager

Ms. Scrimo let the board know that she will not be present for the February 2026 meeting, but Amber Freeberg will be available and will lead that meeting.

8. Future Business Items - Amy Fenwick, Ph.D., LBA, BCBA-D, Chair

The committee discussed agenda items for future meetings including presentations from the AAG office.

Reminder of 2026 approved meetings: February 13, July 10, and October 2, 2026.

9. Adjournment - Amy Fenwick, Ph.D., LBA, BCBA-D, Chair

Meeting adjourned at 11:52 am – Motion made to adjourn, seconded and approved unanimously.

Submitted by:

Shelbee Scrimo, Program Manager
Applied Behavior Analysis Advisory
Committee

Approved by:

Amy Fenwick, Chair
Applied Behavior Analysis Advisory
Committee

On File

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